

**REQUEST FOR AUTHORIZATION TO SET UP A REIMBURSABLE ARRANGEMENT
WITH A PRIVATE COMPANY OR COLLEGE/UNIVERSITY**

INSTRUCTIONS:

Refer to NMD/AD 9710.8A, FMM 9740-28, and GMI 9710.8 for detailed regulations covering reimbursable arrangement. Reimbursable arrangements with societies and other U.S. Government agencies may be approved by the Center Director.

Reimbursements involving foreign travel or international organizations require approval of NASA Headquarters International Affairs (NASA Form 1167).

NAME, TITLE, AND ORGANIZATION CODE OF TRAVELER	TRAVEL POINTS/ITINERARY:
INSTALLATION	
TRAVEL DATES	
FROM TO	
PURPOSE/JUSTIFICATION:	

The Center response to the customer will be held in the Director's Office.
This reimbursement offer was not solicited.

METHOD OF REIMBURSEMENT (Check one) <input type="checkbox"/> IN KIND <input type="checkbox"/> ADVANCE PAYMENT TO GSFC	REIMBURSEMENT OFFERED: <input type="checkbox"/> TRANSPORTATION <input type="checkbox"/> PER DIEM <input type="checkbox"/> MISC. EXPENSES
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NAME OF PRIVATE COMPANY OR COLLEGE/UNIVERSITY OFFERING REIMBURSEMENT

DOES THIS PRIVATE COMPANY/COLLEGE/UNIVERSITY HAVE ANY NASA CONTRACTS OR GRANTS? <input type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, HAS IT BEEN DETERMINED THAT NASA CONTRACT/GRANT FUNDING WILL NOT BE USED FOR REIMBURSEMENT OF THIS TRAVEL? <input type="checkbox"/> YES <input type="checkbox"/> NO
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INSTALLATION DIRECTOR

SIGNATURE	DATE
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HEADQUARTERS APPROVAL

SIGNATURE	DATE
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